

## 08-28-10 Spring Brook Watershed Lake Management District Annual Meeting Minutes

**Call to order and Pledge of Allegiance:** Chairman Doug Kincaid called the 2010 Annual Meeting to order at approximately 9:15 AM as posted and mailed out to all District Members according to Wisconsin State Statute Chapter 33. Everyone said the Pledge of Allegiance.

**Board Members Present:** Doug Kincaid, Greg McLain, Karen McNelly and Mike Samarzja. Peter Topczewski was excused.

**District Members Present:** Frank Gaszak, Enno and Beata Gerbitz, Sue Kincaid, Bethany McLain, Jim McNelly, Ralph and Anne Kuplerski, Nancy Pennebecker, Jim Pettey, and Jann Samarzja.

### **Chairman's Report:** Doug Kincaid

Chairman's Report to the 2010 Annual Meeting

"The following is a brief summary of some of the occurrences that took place that I believe are of interest to the members of the District:

1. There were 5 open meetings of the board in the past year plus the annual meeting. No Closed Meetings were held.
2. There have been beaver and muskrat sighting on our lake. Jim McNelly and Greg McLain trapped one of each last winter.
3. The poison ivy that was located last year on the west side of the dam, seems to be eradicated.
4. Also some Purple Loose Strife was removed and sprayed around the lake in a few places over the last few years.
5. The Town has again helped us mow the dam.
6. A volunteer work crew repaired erosion areas as well as cut and treated unwanted vegetation on the dam.
7. The Board is looking into weir relining. It is expected to be necessary and expensive repair.
8. SBWLMD also learned of a new State rule that mandates inspection. Jim McNelly will speak more about this later.
9. Also thanks to Bethany Mc Lain and Jim McNelly for their work on the Audit Report this year.

\*Karen M made a motion to accept the Chairman's report. Jim Petty seconded it and the motion was unanimously approved.

### **Lake dam maintenance report and implementation discussion: Greg McLain**

Several work crews worked on the dam this year.

- Erosion from muskrat and beaver were filled clay and then covered with grass seed and protective matting.
- Jim M, Heather McLain and Greg M cleared debris from the outlet pipe after heavy rains.
- Jim M applied for and received a permit to trap beaver from the marsh on the east side of the lake. He along with Greg M removed one beaver and one muskrat.
- Greg and Bethany McLain replaced the faded and damaged signs around the outlet pipe.

### **New State Law Regarding Dam Inspection: Jim McNelly**

- The State has passed a new law that requires that all private dams be inspected. There are three classifications of dams; 1) High hazard 2) Significant hazard and 3) Low hazard. Our dam is a significant hazard. As such, it must be inspected once every 3-4 years by a professional engineer.
- The Wisconsin Department of Natural Resources will do a "base line" inspection next year.
- SBWLMD will need to have the dam inspected (at our cost) in the year 2015.
- Jim urged the District members to try to find a friend or relative that is a State recognized professional engineer (Civil or Structural) to help do the inspection. This should help keep the costs down to a minimum.

\*Jim P made a motion to accept the lake dam report. Doug K seconded it and the motion was unanimously approved.

### **Secretary's Report: Greg McLain**

- Reviewed the August 29, 2009 Annual Meeting Minutes as mailed out to all members.

\* Beata G. made a motion, seconded by Frank G to approve the minutes. The motion carried unanimously.

### **Emergency Action Plan for the District:**

- Karen gave the District a refresher on the EAP. She noted that no changes were made since 2007.

### **Treasurer's Report: Mike Samarzja**

#### **Audit Committee Report:**

- (See attached 2009 & 1<sup>st</sup> 6 months of the 2010 Audit Report) Bethany McLain & Jim McNelly performed the audit of the Spring Brook Watershed Lake Management District Books for 01/01/09 through 06/30/10 as required. Bethany reported that all of the Districts receipts and expenditures were in accordance with both of the 2009 and 2010 annual budgets that had been approved at the previous Annual Meetings. Jann S. made a motion, seconded by Nancy P. to approve the audit report as presented. The motion carried unanimously.

### **Budget for 2010:**

- (See attached amended adopted budget for 2011) Mike S. distributed a copy of the proposed budget which had been sent out with the agenda. The membership amended the following line items for the 2010 budget:
  - Insurance was increased from \$2,500.00 to \$2,600. Last years actual expenditure was \$2,509.00.
  - Contingency Fund was reduced from \$300 to \$200 – no funds expended in 2010.

Mike explained that with these amendments our tax levy would remain the same as the past 10 years at a constant \$4,250.00.

\*Bethany M. made a motion, seconded by Jim P to approve the 2011 budget as amended by the majority of the District Membership. The motion carried unanimously.

### **Review and approve the Resolution for the 2010 tax levy to operate the District business during 2010:**

- Greg M read the resolution.

\*Jann S. made a motion seconded by Doug K. to adopt the 2010 tax levy of \$4,250.00 for the 2011 Budget year. The motion carried unanimously.

### **Nomination and Election of one member to serve on the Board of Commissioners.**

- Doug Kincaid's position was up for re-election. Chairman Kincaid asked for volunteers or nominations to serve on the Board for a three-year term. Beata G. nominated Doug. There were no other nominations.

\* Beata made a motion, seconded Enno to approve Doug for three-year term to the Board of Commissioners. The motion carried unanimously.

### **2010 Annual Meeting:**

- A recommended date of Saturday, August 27, 2011 was suggested for next year's Annual Meeting. This date may change at the discretion of the Board, but will meet Wisconsin State Statute Ch. 33 deadlines.

\* Jan S made a motion, seconded Jim P to approve the next annual meeting date. The motion carried unanimously

**Adjournment:**

- Beata G. made a motion seconded by Enno to adjourn at 10:10 AM. The motion carried unanimously.

**Greg McLain,  
SBWLMD – Secretary**

**Date Approved**\_\_\_\_\_